Federal City Performing Arts Association
Board of Directors Meeting Minutes

Wednesday, June 9, 1999
2801 M St., NW, Washington, DC

DIRECTORS: Present: Darrell Lewis, Joe Vignali, Jerry Carpenter, Jeff Peirce, Thom Gibb, Mark Bombaci, Chip Heath, Kris Marshall, Jack Gerard, Jim Carroll, Kit Grieder, Gordon Tanner, Ed Wilber

ABSENT: Henry Salevsky, James Holloway

STAFF: Greg Ruffer, John Perkins

Guest:

I. Call to Order
Lewis called meeting to order at 7:10 PM.

II. Open Forum

III. Approval of Minutes
Motion to approve the minutes.
Carroll moves for the approval of the minutes as amended, Vignali seconds.
Unanimous in favor. Minutes approved.

IV. Finance Report
The Finance report is not complete due to the book the closing of the books on the 8th. Copies will be mailed to Board members. See report for Proposed FY 2000 Budget.

Pierce moves, and Vignali seconds, to adopt the following budget for the Federal City Performing Arts Association's GMCW Operating Fund for the Fiscal Year beginning July 1, 1999 and ending June 30, 2000.

Perkins added that the budget was based on vary conservative projections, changes of venue types, and staff issues. Concert venues are still unknown for two events. The budget was based on 1993 figures when a similar concert season had been planned. Grieder asked if a figure could be placed in the budget for newsletter income. Peirce responded by saying that we needed to be very conservative and we cannot count on an unknown amount. Carroll asked for a definition of the line item for soloists – Peirce replied that it contained solo artists as well as instruments. Vignali expressed concern for the changing of venues – that there was a perception that performing in a church was a step backward, but we must make it a positive move and must be sold to our customers that it is a positive move.

Carroll calls the question on the motion. Motion passed with one abstention.
Gerard expressed his support for the budget believing that demonstrates financial responsibility.

V. Attrition Problem
See report presented by Grieder. Grieder drew attention to the Recommendations sections: "Establish a policy of full customer satisfaction. Establish a goal of zero attrition, except for moves out of the area. Accept no attrition without follow up. Establish a set of procedures to contact everyone who raises an issue and/or leaves the chorus or Cap Club. Report to the general

membership on attrition and progress to stop it."

Peirce said that these recommendations were the responsibilities of the Membership Committee. Carpenter expressed the need to make sure a member of the Membership Team is a Board member so as to communicate and guide the team with information from the Board. Lewis expressed that it takes all the energy to support those who gather in rehearsal, that we should consider a sub-class of membership to care for those who aren't in rehearsal every week. Marshall expressed that there is always going to be attrition. Grieder insisted that no one is considering these options and that member feel they are not being heard. Pierce indicated that responses to complaints are being given. Grieder suggested that the Chorus respond to donations to the organization. Gerard indicated that he has tried to address the issues of those who have left but that some do not like the answers and that the Cap Club shall address its own issues. Lewis indicated that the Board should be copied those concerns so that we were all-aware of them and indicated that we should institute the complaint form process wherein problem can be addressed. An individual on the Board will address problems that are signed and written. Ruffer expressed that there is general negativity bread in the groups and that we have gotten caught up in it. Perkins indicated that there is not a membership database and that these issues area a yearly one that has just been postponed. Summer registration and status checking with membership should be a goal.

Heath said that we need to follow through on this and proposed that we go to committee with these issues and bring them to resolution. Carroll said that data could be collected but what are we going to do with it. We need to make the needed responses.

Heath moves and Carroll seconds a motion to take this task to a workgroup who will report on the status of resolution of these membership issues. Tanner indicated the need to make sure the next membership team knows this information. **Unanimous in favor.**

VI. Future Search

Grieder tabled this discussion due to the lack of correct information.

VII. Leave of Absence Policy

Section I – See report for details.
Peirce moves that the Leave of Absence Policy be accepted as amended, Heath seconds. Unanimous in favor.

VIII. DC Cowboys

Model D will be proposed for adoption of DC Cowboys as a group under FCPAA. Carroll expressed legal considerations between the two parties. Perkins indicated that the use of the 501C3 benefit fulfills the mission of the umbrella organization.

IX. New Business

- A survey will be created; a database will be designed to collect membership information by Carroll.

X. Executive Session

Vignali moves that Executive Session begins, Carroll seconds, Unanimous.
Pierce moves that Executive Session be closed, Carroll seconds, Unanimous.

XI. Adjournment

Vignali moved, Carroll seconded a motion to adjourn. Unanimous in favor.

Respectfully submitted,

Jerry Carpenter
Secretary, FCPAA